

CYCLING SPORTIVES IN SURREY

Code of practice for organisers



SURREY

POPULARITY IN CYCLING SPORTIVES HAS SURGED FOLLOWING THE SUCCESS OF THE LONDON 2012 ROAD RACES AND THE ANNUAL RIDELONDON EVENTS. THIS HAS RESULTED IN SURREY BEING RECOGNISED AS ONE OF THE PREMIER LOCATIONS FOR SPORTS CYCLING, NOT ONLY IN THE UK, BUT THE WORLD.



In Surrey, we embrace this as the benefits of cycling are clear. It's fun, has a positive benefit to our health and wellbeing and it provides a welcome economic boost to some of the more rural areas of the county.

But occasionally, increased congestion on narrow roads and country lanes, littering and clashes between a small minority of cyclists and other road users and residents, can mean that the benefits are sometimes overshadowed.

So Surrey County Council has put together this code of practice to set out the key issues to consider when organising your event in Surrey. It also includes advice about things that you might want to do in advance to ensure your sportive is not only fun, but problem free. The code of practice complements British Cycling's guidance for sportive organisers, available via their website.



PLANNING AHEAD

Planning is really important, so visit roadworks.org.uk to see if any are planned on your chosen route on the day to avoid disappointment.

At the same time, check that your sportive doesn't clash with other events taking place on our highways. You can do this via our online "Calendar of events on the highway" www.surreycc.gov.uk/sportingeventscalendar, and remember to let us know about your event details too.

When you plan your event please let Surrey Police and the local Accident and Emergency departments know in advance too (all contact details can be found at the back of this leaflet).

One of the most beautiful places in the county is the area in and around Box Hill. This is also home to the world famous Zig Zag Road, which has become an iconic part of any sports cyclists wish list since the Olympics in 2012. But did you know that the Zig Zag Road is privately owned by the National Trust? This means that you need to get permission from them before planning an event in this area.

Here's some important information on the Zig Zag Road:

- ⦿ All sportives that include Box Hill require the organiser to pay a licence fee to the National Trust.
- ⦿ Licences will only allow you to travel uphill on the Zig Zag road and please note that only one sportive licence will be awarded on any given day, so apply early to avoid disappointment.
- ⦿ Sportives will not be allowed on bank/public holiday weekends.
- ⦿ Any sportive with 100 riders or more must be clear of the area before midday to limit any impact on local residents and other people using the area.

For more information and to book your licence, contact The National Trust.

SIGNING THE ROUTE

Making sure you have appropriate temporary signage for your event is important. Not only does this mean that all participants will be able to easily follow the correct route, but it also means that other road users will be aware that there is an event taking place.

- ⦿ Use a design with a consistent look and feel that is a different size, style and colour to standard road signs. That way they will be clearer and easier to spot and will not be misunderstood by other road users.
- ⦿ Make sure that all participants are shown what the signs look like before the event, that way they will recognise them as they travel around the route.
- ⦿ Any signage should be put up no earlier than one day before any event. This helps to avoid the risk of vandalism or tampering.
- ⦿ Check all signage immediately before the event to ensure that they are correctly placed and have not been damaged, tampered with or removed.
- ⦿ Signage should not obscure or detract from traffic lights or standard road signs such as “Give Way”, “Stop”, “No Entry” or speed limit signs. You must also ensure that signage does not block visibility for other road users.
- ⦿ Signage mustn’t cause an obstruction to pedestrians, in particular those who are partially sighted, so you should avoid mounting any signs on walkways at a height that blocks visibility or could result in someone bumping into them.
- ⦿ Make sure signage is not overhanging or near the edge of the road in case it is struck by passing traffic or cyclists.
- ⦿ Take care to avoid damaging road furniture when installing temporary signs.





- In areas where you want to highlight a hazard or a key junction, consider deploying trained marshals to direct riders.
- The whole route must be cleared of any temporary signs after the event.
- Sportive organisers must not put markings on the carriageway. These can remain for a long period after the event, are unsightly and could mislead other road users and participants of other sportives.
- Surrey County Council recognises that sometimes there is a need for temporary signage for safety reasons. However, the council will not accept responsibility for the placing or removal of any signs. In addition, event organisers must ensure that their insurance covers incidents arising from the placing and removal of signs on the highway.
- Contact details of the sportive organiser and the date of the event must be included on the back of the signs.
- The information in this leaflet is not a general approval by Surrey County Council for the placing of unofficial signs on the highway. Surrey County Council will remove any signs that are causing an obstruction or nuisance.

SHARE THE ROADS

We know that the majority of cyclists ride safely and show consideration to fellow road users, but sometimes Surrey County Council receives complaints from local residents about incidents involving sports cyclists.

As a sportive organiser:

- ⦿ Please issue registration numbers for cyclists to wear or mount on their bikes.
- ⦿ Highlight any hazardous locations, such as steep descents or narrow lanes.
- ⦿ Provide advice on how to pass horse riders safely (see the British Horse Society website).

And encourage participants to:

- ⦿ Always follow the Highway Code.
- ⦿ Wear cycle helmets at all times during the event.

- ⦿ Be considerate if there is a long queue of motor vehicles behind them. Riding two abreast can be safer and is allowed by the Highway Code, but riding single file or pulling over to let motorists pass might be helpful on some narrow or busy roads.
- ⦿ Thank other road users who show them consideration.
- ⦿ Remember that cycling sportives are not races.
- ⦿ Never use their mobile phone whilst cycling.
- ⦿ Not drop litter; they should use bins or take their rubbish home with them.
- ⦿ Plan toilet stops to use the facilities along the route.





WELFARE FACILITIES

If you organise feeding stations for the cyclists along the route:

- ⊗ Make sure that there is sufficient space to cope with potentially large numbers of riders, so it doesn't result in riders queuing on the road.
- ⊗ Consider the impact on the local community; are there sufficient rubbish and recycling facilities?
- ⊗ Obtain any necessary licenses for catering vendors from the local district or borough council.
- ⊗ Encourage cyclists to use appropriate toilet facilities by highlighting the nearest public toilets and if necessary provide amenities for the event.

THE CLEAR UP

As an event organiser you must make sure that the whole route is clear of any temporary signs and litter afterwards. British Cycling's guidance suggests using the "broom wagon" to take down any signage and clear the highways of any litter once the event has finished.



CONTACT DETAILS

The National Trust

www.nationaltrust.org.uk/box-hill

Andrew Wright,
Countryside Manager
Surrey Hills East, Andrew.
wright@nationaltrust.org.uk

07770 887682

British Cycling

www.britishcycling.org.uk
0161 274 2020

Roadworks.org.uk

Surrey Police

www.surrey.police.uk
101

Surrey County Council

www.surreycc.gov.uk

03456 009 009

Events calendar:

www.surreycc.gov.uk/sportingeventscalendar

Surrey's Borough and District Councils

www.surreycc.gov.uk/your-council/

[neighbouring-district-and-borough-councils](http://www.surreycc.gov.uk/your-council/your-council)

British Horse Society

www.bhs.org.uk

02476 840500

Local accident and emergency departments:

Ashford & St. Peter's Hospitals NHS Foundation Trust

London Rd, Ashford,
Middlesex, TW15 3AA
01932 722321

Brighton & Sussex University Hospitals NHS Trust

Eastern Rd, Brighton,
East Sussex, BN2 5BE
01273 696955 extn. 4261

Epsom & St Heliers University Hospitals

Dorking Rd, Epsom,
Surrey, KT18 7EG
01372 735735

Frimley Health NHS Foundation Trust

Portsmouth Road, Frimley,
Surrey, GU16 7UJ
01753 634017

Queen Victoria Hospital NHS Foundation Trust

Holtye Rd, East Grinstead,
West Sussex, RH19 3DZ
01342 414 4375
(minor injury unit)

Royal Surrey County Hospital NHS Foundation Trust

Egerton Rd, Guildford,
Surrey, GU2 7XX
01483 571122 extn. 6721

Surrey & Sussex Healthcare NHS Trust

East Surrey Hospital,
Canada Avenue, Redhill,
Surrey, RH1 5RH
01737 231958 extn. 6061